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Meeting Minutes

WKU Council on Academic Deans

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**Council of Academic Deans
CAD Minutes
January 27, 2016
1:30 p.m.**

Voting Members Present: Eric Reed, Ken Crawford (for Cheryl Stevens), Sam Evans, Connie Foster, Jeff Katz, Dennis George, Larry Snyder and Neale Chumbler.

Advisory Members Present: David Lee, Richard Miller, Craig Cobane, Brian Meredith, Ladonna Hunton, Cheryl Davis, Beth Laves, Doug McElroy, Tuesdi Helbig, and Amber Scott Belt.

Guests Present: Judy Byrd, Freida Eggleton and Gary Ransdell

I. Recognition of Judy Byrd, Associate Registrar, for nearly 40 years of service to WKU.

President Ransdell, Provost Lee, the Council of Academic Deans and guests recognized Judy Byrd for 39 ½ years of service to WKU in the Office of the Registrar.

II. Approval of January 13, 2016 Minutes

Dean Evans made a motion, seconded by Dr. Davis, to approve the minutes from the January 13, 2015 CAD Meeting. The motion passed without dissent.

III. Discussion Items:

A. President Ransdell's Syllabi Suggestion

Provost Lee shared that President Ransdell suggested including information in syllabi for students to find assistance when experiencing academic difficulties. After much discussion, the deans recommended alternative approaches such as social media, targeted messages to identified students, Blackboard link, and/or a URL that may be included in syllabi.

B. Governor Bevin's Budget Address

President Ransdell briefly advised the deans of the current budget climate following Governor Bevin's address last night. President Ransdell indicated that WKU is facing a \$3.5M budgetary cut that must be addressed prior to June 30th and an additional \$4.1M for the fiscal year beginning July 1.

C. Proposal for Summer and Winter Higher Enrollment Incentives

Dr. Laves presented a proposal that will incentivize faculty to allow higher enrollments in their Summer and Winter classes. For courses that allow 20-24 students the incentive will be an additional \$100 per credit hour. For courses that allow 25-29 students the incentive will be an additional \$200 per credit hour. For courses that allow 30 or more students the incentive will be an additional \$300 per credit hour.

D. Miscellaneous

Dean Katz shared that his college had recently invited Drs. Peggy Crowe and Karl Laves to speak to GFCB faculty and staff regarding ways in which faculty and staff can assist students who appear to be in distress. He strongly encouraged deans to consider inviting these individuals to their respective colleges.

Dr. Meredith thanked the deans for the assistance each respective college provided this past Monday to aid over one hundred students in completing the ATP requirement and other registration issues. Dr. Meredith also provided deans with an update concerning enrollment numbers as well as information about the last NAVITAS cohort who is currently transitioning into the WKU Pathways Program.

Dr. Miller cautioned that late placement of students into courses with very low enrollment has caused some issues. Dean Reed indicated that just shy of 60 students from the India Pilot Program are now registered in primarily two programs, Computer Science and Engineering Technology Management. Dean Reed also indicated that the Graduate School hopes to have a more concrete process in place for dealing with international graduate student admissions going forward.

Respectfully Submitted,

Amber Scott Belt